

COLLABORATION CARING INTEGRITY

We hear and value multiple perspectives · We are comfortable being uncomfortable · We act responsibly. We are accountable for our actions · We give our most · We reflect on our vision mission values

Palouse Prairie Educational Organization

Doing business as
Palouse Prairie Charter School
Business Meeting

Pursuant to the recent proclamation by Governor Little in response to the COVID-19 pandemic, PPCS will hold its May 21, 2020 Business Meeting virtually. The public is welcome and encouraged to attend. The public may access the meeting using Zoom, which enables video, document sharing, and more. To join the meeting, you can log-in with your computer, call in with your phone, or both. Contact Jessica at jessica@palouseprairieschool.org with questions. Please send any Public Comments to aball@palouseprairieschool.org by 4pm on 5/21/20 for inclusion in this meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/2728985259?pwd=eitlR0lFZnJxVlFzWmFWODVDNTBOZz09>

Meeting ID: 272 898 5259

Password: bears

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Password: 440080

Find your local number: <https://us02web.zoom.us/j/kezPrkkWQ>

May 21, 2020

Location: Virtual

Time: 6:00pm

Meeting called to order at: 6:01 p.m.

Attending: Amy Ball, Jessica Bearman, Gabe Baker, Juan Albaitero, Mike Connell, Jessica Long, Jeneille Branen, Debbie Berkana

Absent: Zac Crist

Public: Lydia Byers, Rebekka Boysen-Taylor, Rhonda Brooks, Erin Corwine

Note Taker: Jessica Long

1. Welcome to public audience and guests (5 min)

We welcome our guests to this evening's Palouse Prairie School board meeting. The meeting is public and has a structure to meet the legal requirements on public governing boards. At the same time we strive to have the meeting reflect the values of Palouse Prairie School. Our vision is for an inclusive, respectful and supportive learning environment. The goal for this meeting is to meet our vision, our legal requirements, and our practical need to accomplish business in an efficient manner.

Board Members will now introduce themselves.

Now, we would like to welcome members of the audience. Further in the agenda is a place for comment from the public within this board meeting. Please say your name, if you wish, so we may know who is presenting.

2. Approval of Agenda

Jessica Bearman moved to approve the agenda, Mike Connell seconded the motion, passed by unanimous vote.

3. Presentations & Reports

3.1 Director's Report

Jeneille Branen presented her Director's report.

-Rhonda Brooks will be returning to PPCS next year.

-Our students participated in Better World Day. They wrote letters to the front line workers along with other students in the Moscow School District. Over 100 letters were submitted by our students.

-PPCS celebrated Teacher Appreciation Week. The Parent Crew did a wonderful job of appreciating both teachers and staff.

-Rebekka Boysen-Taylor received a fellowship to create lessons about Anna Murray-Douglass, Frederick Douglass' first wife. After a year of work, her lessons were just published.

-The University may be eliminating the Confucius Institute, which would mean we would lose our paid, full-time Chinese teacher. We would probably have her teach for one more year. She has decided not to go home and visit family this summer so that she can teach for us in the fall.

-They held a virtual middle school orientation for 5th grade families (kids going into 6th grade) and new middle school families.

-They have purchased Power School and are integrating it into our student information system. They will implement it in the fall. This program will save staff time, and will result in more transparency in grading and reporting.

-There are several upcoming events. Run the Palouse is taking place virtually. Over 50 people have signed up so far. Bio Tracking is sponsoring the run. We are holding a virtual bookfair through BookPeople. We will have a virtual gallery night on Thursday, May 28th beginning at 5:00 p.m. There will be an end-of-year celebration on Friday, May 29th from 2:30 to 3:15. Teachers and staff will be celebrating in the parking lot and families can drive through. The 8th grade graduation will be held in the Kibbie Dome parking lot on Thursday, May 28th from 7:30 to 9:30. They will show the students pre-recorded messages, along with recordings of presentations by Jeneille and the teachers.

-Gabe is taking the lead on the playground project. Excavation will start at end of May/beginning of June, then they will put in irrigation concrete and the structures. Avista has offered to put in all the poles for free. The company doing the excavation work will also install the french drain.

-Jeneille is attending weekly meetings to discuss what fall or the next academic year might look like. We will have to make some decisions as we get closer to the start of the 2020-2021 academic year.

3.2 Board Election Update

Amy Ball gave an update on the upcoming board elections. We currently have 3, 3-year term seats and 1, 1-year term seat open, and we have 3 candidates. Jessica Long will send the candidates' bios to the office staff to publish in the Quail Call and to Jessica Bearman to create the Survey Monkey. Voting opens at gallery night.

3.3 Development/Run the Palouse Event Update

Jessica Bearman presented on behalf of the Development Committee. She encouraged board members to participate in Run the Palouse, and to share the event with friends and family. It costs \$35 to participate and you receive a t-shirt. They are still working on different grant applications, including one to the Palouse Prairie Foundation for landscaping, but most grants are being repurposed for Covid-19 relief so grants are unlikely right now.

4. Announcements

None.

5. Approval of Minutes

5.1 Approval of minutes from 4/27/20 Board Meeting

Juan Albaitero moved to approve the minutes, Gabe Baker seconded the motion, passed by unanimous vote.

5.2 Approval of Minutes from 5/4/20 Board Meeting

Gabe Baker moved to approve the minutes, Mike Connell seconded the motion, passed by unanimous vote.

6. Public Comment Period (limit 15 minutes)

At this point in the agenda, members of the public are welcome to come forward, identify themselves (name and address) and speak on any topic relevant to Palouse Prairie School and not on the agenda of this meeting. The time allotted for a speaker is three minutes. The Board will refrain from responding beyond asking for a clarification. The comments presented at this time will be reviewed by the Board.

At this point in the agenda the Board will acknowledge receipt of any public comment submitted for inclusion in this meeting. The Board Chair will state the name of the person submitting the comment and share a short summary of the topic. All comments will be shared with the Board in advance and summarized in the meeting minutes.

Amy Ball summarized two public comments.

1. Kristin Walker – She believes PPCS should be meeting in person as soon as possible, and wanted to encourage the board to return to normal operations in the fall.

2. Stacy Hust – She encouraged the board to follow the guidelines from the CDC on safe school reopening procedures. She has been working with WSU on their fall opening procedures and is willing to assist the board as we start thinking through this.

Action Items

7.1 Consent Agenda

Any member can ask to have an item removed from the Consent Agenda and considered as part of the regular meeting. These alterations to the agenda will happen at this point in the meeting. Removed items will be addressed immediately after the Consent Agenda. Consent Agenda items are not discussed and will be addressed as a single motion.

7.1 A Approve April Financial Statements

*7.1B Approve Policies and Procedures: 7100,7210,7215,7225,7235,7270,
7405-7410, 7420,7440,7455*

Debbie Berkana discussed policy 7409 and explained that it is being re-written and does not apply to charter schools. The board elected to remove item 7.1B from the Consent Agenda. With the removal of item 7.1B, Jessica Bearman moved to approve the Consent Agenda, Gabe Baker seconded the motion, passed by unanimous vote.

*7.1B Approve Policies and Procedures: 7100,7210,7215,7225,7235,7270,
7405-7410, 7420,7440,7455*

The Board removed policy 7409 from consideration. Juan Albaitero moved to approve policies 7100, 7210, 7215, 7225, 7235, 7270, 7405, 7406, 7407, 7408, 7410, 7420, 7440, 7455.

7.2 Approve 20/21 School Year Calendar

The Board discussed the calendar for the 2020-2021 academic year. Jessica Bearman moved to approve the calendar, Mike Connell seconded the motion, passed by unanimous vote.

7.3 Consider Increase in Enrollment Cap In Middle School to 28 Students and Associated Revisions to Charter

Jeneille discussed her request to increase enrollment in the middle school. This increase is supported by the middle school teachers, and all believe we can handle the increased number of students. Jeneille requested an increase from 24 to 28 students. We currently have a waitlist for 6th grade.

Amy explained that our enrollment caps are in our charter, so any change would have to be approved by the Charter School Commission. Jeneille expressed a preference to change the total cap rather than the cap for a specific grade since they occasionally have to request a one-time increase from 24 to 25 students if a student is retained.

Gabe Baker moved to increase the total enrollment cap to 230 students, with a cap of 28 students per middle school grade, and a cap of 25 students in grades K-5, with a preference to keep the K-5 grades at 24 students. Mike Connell seconded the motion, passed by unanimous vote.

7.4 Discuss Draft FY 21 Budget

Debbie gave an overview of the draft FY 21 budget. We will have a 7% reduction in state funding next year because of how the cuts are being distributed. This will be a reduction of approximately \$92,000 – \$94,000. Debbie went over where we will reduce expenditures to address these reductions. The refinancing of the loan will help considerably.

The highest funding priority for FY 21 will be the special education program because Rhonda needs more support and we need more support for our kids with behavioral issues since we're losing our behavioral specialist. The draft budget includes funding for either a .5 special education teacher or a .5 paraprofessional to help Rhonda. We are currently advertising for both positions and based on our applicants, will decide which position to fill. We will also hire a .75 PE teacher; that teacher will run PE Monday through Thursday. Seth will also help with the adventure program.

7.5 Approve FY 21 Salary Scales

The board discussed the proposed salary scales. The board recognized that the state is not increasing funding for teacher salaries and is freezing everyone on their current step on the career ladder because of budget cuts. However, FY 21 will be the second year of our 2-year plan to increase salaries and through other reductions in spending, we believe we can still give our certified staff pay raises of approximately 2% as planned.

Jessica Bearman moved to approve the salary scale for certified staff, Juan Albaitero seconded the motion, passed by unanimous vote. Gabe Baker moved to approve the salary scale for classified staff, Mike Connell seconded the motion, passed by unanimous vote.

Meeting adjourned at 7:52 p.m.

2019-2020 Board of Directors

Jessica Long, term expires 2020

Amy Ball, term expires 2021

Zac Crist, term expires 2021

Jessica Bearman, term expires 2021

Gabe Baker, term expires 2021

Juan Albaitero, term expires 2022

Mike Connell, term expires 2022